CURRICULUM VITAE

OF

***ANNAN***

[***ANNAN.366404@2freemail.com***](mailto:ANNAN.366404@2freemail.com)



**PERSONAL DETAILS**

**EDUCATIONAL QUALIFICATIONS**

**TERTIARY**

**Current Studies** : PHD Student

Institution : University of Fort Hare

Duration : 3 years (Final Year, to be completed in December 2018)

**Qualification** : Master’s degree in development studies

Institution : NMMU

Year completed : December 2015

**Qualification** : Honours degree in Education

Institution : UNISA

Year completed : December 2012

**Qualification :** Degree in economic science

Name of institution : University of Johannesburg

Year completed : 2010

**Qualification**  : Diploma in sales management & marketing

#### Name of institution : Cambridge College (UK)

Year completed : 2003

**CAREER DETAILS**

**1.** NAME OF COMPANY : **Regent Business School**

POSITION : Lecturer

PERIOD OF EMPLOYMENT : February 2016 to date

**RESPONSIBILITIES:**

* Lecturer business management for MBA students
* Economics lecturer for BCOM HONS students.
* Lecturer for Educational management (English Language)



**2.** NAME OF COMPANY : **Management College of South Africa (MANCOSA)**

POSITION : Lecturer (Part-time)

PERIOD OF EMPLOYMENT : March 2016 to date

**RESPONSIBILITIES:**

* Lecturer for marketing management for BCOM HONS. students
* Lecturer for Human Resource and Labour relations for BCOM HONS. students
* Lecturer for Business Research methods for BCOM HONS. Students
* Project management and leadership BCOM HONS students

REASON FOR LEAVING : Career Development



NAME OF COMPANY : **Department of education (Byletts high school, East London)**

POSITION : Educator

PERIOD OF EMPLOYMENT : 2007 - 2013

**RESPONSIBILITIES:**

* English Language
* Business studies educator ( grade 10-12)
* Economics educator (grade 10-12)
* Maintenance of good standard of teaching and education of learners.
* Conceptualization and compilation of development feasibility and teacher profile reports for IQMS
* Establishment of project goals and objectives; and recommendation of teacher’s promotion.

REASON FOR LEAVING : Further studies.



**SKILLS AND COMPETENCIES**

**TECHNICAL/COMPUTER BASED SKILLS**

* + MS Word (word processing)
  + MS Excel (data analysis)
  + MS Projects (planning and scheduling)
  + PowerPoint (presentations)
  + Email and Internet (communication and Research)

**ACHIEVEMENTS:**

* Experience in educational management skills
* Acquired Strategic and Result Based Management skills
* Won Provincial Best Teacher Award (2007)
* Successful project management and monitoring and evaluation management skills
* In- depth research analysis skills ( both qualitative and quantitative research skills)

**SKILLS AND ABILITIES:**

* Business management skills
* English communication skills
* Economic analysis skills
* Information monitoring and confidentiality
* Project management for development
* Principles of management
* Monitoring and evaluation
* Leadership development skills program
* Coaching and mentoring
* Team leadership
* Quality management skills
* Reporting and presentation

**PROFESSIONAL REGISTRATION:**

* South Africa council of educators(SACE)

**HOBBIES AND INTEREST:**

* Teaching
* Research analyst
* Unwavering pursuit of knowledge and education
* Economics and business studies analyst
* Sports enthusiast

**SPECIALIZED AREAS:**

* English language
* Business management and development analysis.
* Economic sciences- macro and micro planning analysis
* Project management and data analysis
* Monitoring and evaluation
* Policy development design and analysis
* Employee Performance analysis
* Strategic management analysis